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REVENTION PLANNING COUNCIL (HPPC)

Youth Committee

February 16, 2005

3:30 - 5:00 p.m.

25 Van Ness Avenue, 3rd floor room 330B

San Francisco

FEB 11 2005

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AGENDA

- | | |
|------------------------------|-----------|
| 1. Welcome and Announcements | 3:30-3:40 |
| 2. Public Comment | 3:40-3:50 |
| 5/5 | 3:50-4:00 |
| Respectful Engagement | |
| Time (vote) | 4:00-4:10 |
| Co-chairs (possible vote) | 4:10-4:15 |
| on Youth | 4:15-4:35 |
| (possible vote) | 4:35-4:55 |
| 05 | 4:55-5:00 |



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REFERENCE BOOK

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Next meeting will be March XX, 2005

NOTE: All meetings are open to the public and are held in handicapped accessible facilities.
 Meeting dates and times are subject to change, please verify by calling Betty Chan Lew at 554-9492.

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HIV PREVENTION PLANNING COUNCIL (HPPC)

FEB 11 2005

Youth Committee

February 16, 2005

3:30 - 5:00 p.m.

25 Van Ness Avenue, 3rd floor room 330B

San Francisco

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- | | |
|--|-----------|
| 1. Welcome and Announcements | 3:30-3:40 |
| 2. Public Comment | 3:40-3:50 |
| 3. Rules of Engagement | 3:50-4:00 |
| - Review Rules of respectful Engagement | |
| - Discuss Group Process | |
| Select regular meeting time (vote) | 4:00-4:10 |
| 5. Elect Committee Chair/Co-chairs (possible vote) | 4:10-4:15 |
| 6. Review & Discuss data on Youth | 4:15-4:35 |
| 7. Discuss Scope of Work (possible vote) | 4:35-4:55 |
| - Develop goals for 2005 | |
| - Develop Timeline | |
| 8. Closing | 4:55-5:00 |

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HIV Prevention Planning Council (HPPC)
Youth Committee
February 16, 2005
3:30 – 5:00 PM
Minutes

DOCUMENTS DEPT.

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Members Present: Israel Nieves-Rivera, Catherine Geanuracos, Chadwick Campbell, Michael Cooley, Ben Peacock, Jen Sarche, Nathan Costello, Perry Rhodes III, Angie Beyer

Members Absent: Katie Jambor, Tuck Mayo

Guests: Raquel Tolston

Professional Staff: Eileen Loughran (HPS), Vincent Fuqua (HPS), Kym Dorman (Harder + Co.), Stacy Gratton (Minute-Taker), Guillermo Gonzalez (HPS)

1. Welcome and Announcements

2. Public Comment: *None*

3. Rules of Engagement:

- The Rules of Engagement were presented for the members to review and discuss. The group agreed to the listed recommendations.
 - i. Focus on HIV prevention
 - ii. Value differences
 - iii. Decide through consensus
 - iv. Watch communication needs
 - v. Share airtime
 - vi. Avoid repetitions
 - vii. Be specific
 - viii. Give respectful feedback
 - ix. Focus on the issues
 - x. Avoid sidebars
 - xi. Observe the agenda
 - xii. Call the process

4. Select Regular Meeting Time

- After some discussion it appeared that meeting on Wednesday afternoon worked best for most members. A motion was made to hold

the regular Youth Committee meetings on the third Wednesday of the month from 3:00 – 4:30 PM. The motion was voted on and approved by the committee.

5. Elect Committee Chair/Co-chairs

- The committee members discussed the duties involved with being chair/co-chair of the committee such as the responsibility of attending the Steering meetings on the 4th Thursday of each month from 3:00 – 5:00PM.
- Perry volunteered to be the committee chair. The group accepted Perry as co-chair. A member set forth a motion to elect Perry as chair; the motion was unanimously approved by the committee.
- Michael nominated Raquel Tolsten as committee co-chair; Raquel expressed interest in the position. Since she is not a Council member, she is unable to officially run for co-chair. Raquel will first need to be approved by Steering committee as a "Community Member". Pending Raquel's approval by Steering she will become an "honorary co-chair".
- Chadwick was nominated as Youth committee co-chair; the motion to approve Chadwick as co-chair was unanimously approved.
- Once Raquel's community member application is approved by Steering, she will be recognized as an "honorary co-chair". She will be mentored by Perry.
- There was discussion of the need to keep members of the youth community actively involved with the committee.

6. Review and Discuss Data on Youth

- Catherine presented an overview of statistics on Youth in the Bay Area. Copies of the presentation are available. The members discussed youth demographic data on ethnicity; rates of HIV, Syphilis, and chlamydia infection; condom use by males; and the neighborhoods that the youth community lives in.
- Israel discussed HIV indicators: he noted that birth rates and STD rates are up for the youth community in San Francisco. He questioned "Is San Francisco youth friendly?" and "Are youth HIV testing regularly?"

7. Discuss Scope of Work

- A list of *Youth committee work discussed at 1/13 Council meeting* was distributed to the committee. The list also included a scope of work recommended by Steering and ideas for committee work.
- Israel reminded the committee that the goal of the Council is to “reduce HIV infection rates by half by 2009”; this should be achieved through “measurable” steps. Israel also reminded the committee that when discussing the scope of work members need to ask themselves “what is the HIV risk?”
- The group discussed ways of incorporating multiple ideas into the scope of work. Perry suggested developing a strategic plan to guide the Council’s work with Youth over the next 5 years.
- Several members were unclear about the usefulness of a strategic plan. This issue will be discussed further at the next meeting.
- For the March meeting it was decided that the committee would look at ways to get more youth involved with the committee and to discuss the San Francisco Public School District. Michael stated that the “youth voice should always be involved on the Council”.
- The group requested that staff work with Willi McFarland to provide data on youth 24 to 29. The group is interested in comparing this data to that of youth under 24.

8. Closing

- The meeting concluded at 5:00PM.
- The next Youth Committee meeting is scheduled for **March 16, 2005 from 3:00 – 4:30 PM.**

Minutes prepared by Stacy Gratton and reviewed by Eileen Loughran, Vincent Fuqua, and Perry Rhodes III.

HIV PREVENTION PLANNING COUNCIL (HPPC)
Youth Committee
March 16, 2005
3:00 - 4:30 p.m.
25 Van Ness Avenue, 3rd floor room 330B
San Francisco

AGENDA

- | | | |
|--|-----------------|-----------|
| 1. Welcome and Announcements | | 3:00-3:10 |
| 2. Public Comment | | 3:10-3:15 |
| 3. Approve 2/16 minutes (vote) | | 3:15-3:20 |
| 4. Steering Update | | 3:20-3:30 |
| 5. Finalize Scope of Work (possible vote) | | 3:30-4:00 |
| <ul style="list-style-type: none">- Youth Engagement- Building relationship with SFUSD- Explore Co-factors-Development of Policy Document for DPH | | |
| 6. Develop Action Steps (possible vote) | DOCUMENTS DEPT. | 4:00-4:25 |
| <ul style="list-style-type: none">- Develop goals for 2005- Plan Timeline for year | | |
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| 7. Closing | | 4:25-4:30 |

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Next meeting will be April 20, 2005

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HIV Prevention Planning Council (HPPC)
Youth Committee
March 16, 2005
3:00 – 4:30 PM
Minutes

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Members Present: Catherine Geanuracos, Chadwick Campbell, Jen Sarche, Perry Rhodes III, Angie Beyer, Raquel Tolston, Tuck Mayo

Members Absent: Israel Nieves-Rivera, Michael Cooley, Ben Peacock

Guests: Chandra Sivakumar (Larkin Youth Services)

Professional Staff: Eileen Loughran (AO), Vincent Fuqua (AO), Kym Doorman (Harder + Co.), Stacy Gratton (Minute-Taker)

1. Welcome and Announcements

- Chadwick called the meeting to order.
- Eileen announced a job opening for a Youth Peer Educator/Intern with the YUTHE Program through the STD division.
- Eileen announced the resignation of two committee members: Nathan Costello and Katie Jambor.
- Catherine announced that March 17 there would be a youth meeting at the LGBT center. The meeting starts at 10:30 AM and will have representatives from Better World Advertising, the group that produced the Homoboy campaign.

2. Public Comment:

- Chandra Sivakumar introduced himself and announced that he will be heading the youth committee of the HIV Planning Leadership Summit.
 - The Youth committee is looking at ways to increase youth participation in the Summit. The Summit is scheduled for July 31 to August 3.

3. Approve February 16 Minutes:

- The February 16 minutes were reviewed, voted on and unanimously approved by the committee.

4. Steering Update:

- Perry reported to the committee what had been discussed at the February Steering meeting.
 - Most of the Steering meeting was devoted to a discussion of the attendance policy.
 - Raquel Tolsten was approved as a "Community Member".

- There had been a discussion of room set-up, and how the tables are arranged at the Council meetings. Several members felt that a different set-up during "breakout" groups would facilitate better communication between members.
- Each sub committee is to come up with two "concrete" goals for the year. The goals are to be presented to Steering at the April meeting.
- There was a discussion of members leaving Council meetings early. The group acknowledges that sometimes people must leave early, and appreciate it when members announce that during introductions.

5. Finalize Scope of Work

- Kym handed out *Youth Committee Goals – March 16, 2005* for the members to review and discuss.
 - She explained that the goals and action steps listed in the document were derived from issues and ideas the committee members had previously discussed.
- Building relationship with SFUSD
 - The committee discussed getting representatives from the San Francisco Unified School District involved with the Council. Past requests to have SFUSD health program representatives participate on the Council have been declined.
 - Eileen reported that Tracey Packer had suggested that the committee draft a formal letter to the school district asking that a representative of the health program get involved with the committee or the Council. It was suggested that DPH have a representative on the SFUSD School Health Committee.
 - Eileen said that at the next condom availability program meeting she will discuss ways to get increased involvement between the program, the school district, and the Council.
 - Catherine stated that the committee needs to be more proactive in dealing with SFUSD.
 - Kym will draft a document that presents the committee's case for more involvement with SFUSD.
- Youth Engagement
 - Action step: "Set aside 2 chairs on HPPC for young people..." - Jen felt that it could be intimidating to a high school student to be on the Council. She suggested having a "shared position" between two people. The committee seemed to like the idea.
 - Catherine suggested getting college students involved with the Council. It was also suggested that the committee explore the idea of students receiving academic credit for serving on the Council.
 - There was discussion of holding meetings during a time of day that would be more accessible for students.

6. Develop Action Steps (*possible vote*)

- Develop Goals for 2005
 - The committee members reviewed the goals listed on the *Youth Committee Goals – March 16, 2005* document.
 - 1) To create guidelines that ensure that youth (especially 24 yrs and under) are engaged long-term in HPPC;
 - 2) To develop a relationship with the SF school district;
 - 3) To develop recommendations for interventions that address cofactors affecting diverse groups of young people.
 - Catherine felt that goals #1 and #2 were straight forward; however, she expressed some concern that goal #3 seemed “too vague”.
 - Kym is updating the goals to include changes discussed in the meeting. The revised goals are as follows:
 - 1. Create guidelines that ensure that youth (especially 24 yrs and under) are engaged long-term in HPPC
 - 2. Increase communication between HPPC and the SF school district
 - 3. Identify gaps and determine what is working in order to develop recommendations for interventions that address cofactors affecting diverse groups of young people
 - A motion was made to approve all 3 goals. The motion was voted on and unanimously passed.
- Plan Timeline for Year
 - The committee members discussed reasonable timelines to accomplish each of their goals for the year.
- Goal #1- “To create guidelines that ensure that youth (especially 24 yrs and under) are engaged long-term in HPPC”.
 - At the April meeting the committee will draft their guidelines for getting youth engaged with HPPC.
 - In May the committee will focus on finalizing the guidelines and will present them to steering.
 - The guidelines will be presented to Council in June.
- Goal #2- “Increase communication between HPPC and the SF school district”.
 - Members of the committee will have established contact with representatives of the SFUSD by the April meeting.
 - At the May committee meeting members will explore possible avenues for building and strengthening relationships with the school board.
 - At the June meeting the committee will continue to work on strengthening ties with the school district.
- Goal #2 will be a standing agenda item each month for Youth committee; the intent of the committee is to have the goal completed by November.
 - There was discussion of which committee members would establish contact with the various SFUSD members. The

committee members will e-mail any contact information that they receive to Kym.

- Goal #3- "Identify gaps and determine what is working in order to develop recommendations for interventions that address cofactors affecting diverse groups of young people".
 - At each meeting, from May to November, the committee will devote time to look at a different cofactor.

7. Closing

- Eileen discussed the importance of the members completing their evaluation forms.
- The meeting concluded at 5:00PM.
- **The next Youth Committee meeting is scheduled for April 20, 2005 from 3:00 – 4:30 PM.**

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APR 15 2005

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= HIV PREVENTION PLANNING COUNCIL (HPPC)

= Youth Committee

April 20, 2005

3:00 - 4:30 p.m.

25 Van Ness Avenue, 3rd floor room 330A

- San Francisco

= AGENDA

- | | |
|---|-----------|
| 1. Welcome and Announcements | 3:00-3:10 |
| 2. Public Comment | 3:10-3:15 |
| 3. Approve 3/16 minutes (vote) | 3:15-3:20 |
| 4. Steering Update | 3:20-3:30 |
| 5. Approve Final Timeline (vote) | 3:30-3:35 |
| 6. Update on School District | 3:35-3:40 |
| 7. Develop points to be addressed in School District letter | 3:40-4:00 |
| 8. Develop steps to engage youth in the Council | 4:00-4:25 |
| 9. Closing | 4:25-4:30 |

Next meeting will be May 18, 2005

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HIV Prevention Planning Council (HPPC)
Youth Committee
April 20, 2005
3:00 – 4:30 PM
Minutes

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Members Present: Chadwick Campbell, Angie Beyer, Raquel Tolston, Tuck Mayo, Israel Nieves-Rivera, Ben Peacock

Members Absent: Michael Cooley, Catherine Geanuracos, Perry Rhodes III, Jen Sarche, Chandra Sivakumar

Professional Staff: Eileen Loughran (AO), Vincent Fuqua (AO), Kym Dorman (Harder + Co.), Stacy Gratton (Minute-Taker)

1. Welcome and Announcements

- Tuck announced that he will be sponsoring a trannie camping trip to be held on April 29. He asked that anyone interested in attending contact him.
- Chadwick announced that Stop AIDS is looking for Steering Committee members for the Youth Symposium. Please contact Plunket at Stop AIDS for more information. Please call him at 415-575-0150 x 234 or email Plunket@stopaids.org.
- Vincent told the committee that the "Essence of Spirituality" conference will be held on April 27 from 7:00-9:00PM at the LGBT Center.

2. Public Comment:

There was no public comment

3. Approve March 16 Minutes:

- The March 16 minutes were reviewed, voted on and approved with 2 abstentions (Israel & Ben).

4. Steering Update

- Eileen reported to the committee on upcoming events for Steering.
 - The first hour of the April Steering will focus on group facilitation. All co-chairs from the various committees are invited to attend.
 - Israel mentioned that it was suggested that we make a presentation on the RFP at the June Council meeting.
 - The Steering committee discussed future Council meetings and how to incorporate Parking Lot topics into the remaining meetings.
 - The July HPPC committee will focus on the Visitation Valley SCAN.

5. Approve Final Timeline

- Copies of the "Youth Committee Goals" dated March 16, 2005 were presented to the committee to review. Kym led the committee on a discussion of the timeline.
 - Kym reported that goal #2 "Increase communication between HPPC and the San Francisco School District" will be an "ongoing" issue for the committee to work on.
- A motion was made to accept the committee goals. The motion was voted on and approved.
- Israel recommended that the Youth committee try to get goal #1 "Create guidelines that ensure that youth (especially 24 yrs and under) are engaged long-term in HPPC" on the agenda for a presentation at the June Council meeting.
 - A motion was made to submit to Steering committee goal #1 for consideration of doing a presentation at the June HPPC meeting. The motion was voted on and approved.

6. Update on School District

- Eileen reported that she has contacted the head of the San Francisco school health program, Kevin Gogin.
- In May the school health program will be having a quarterly "Health promotion Committee" meeting. Eileen stated that she and Vincent will attend the meeting and report back at the next Youth committee.
- Eileen reported that she had attempted to contact school health liaisons at the various schools involved in CAP to get them involved with the HPPC. Most people stated that they were too busy to join the Council.
 - Because the school year is ending soon it is a difficult time for them to make a commitment to the Council.
- Eileen mentioned that students have expressed interest in becoming peer educators for the Condom Availability Program. It was questioned whether this is something the Youth committee could be involved in.
 - Once or twice a week representatives of DPH go out to a group of 9 schools in the City to do health and prevention education.
- Israel discussed the history of DPH trying to get the school board involved with the Council.
 - He stated that for 10 years the DPH has been attempting to get representatives of the school board but they have been unreceptive to the Council.
- Israel stated that "there needs to be a dialogue with the schools to find out who (HPPC/DPH or the schools) will be responsible for getting the prevention message to kids".
- He inquired whether HPPC has any "documented efforts" to establish contact with the schools board?
 - Eileen replied that she had been told by Tracey Packer that the Council does not have any documentation of letters requesting SFUSD involvement with the HPPC.

- Israel asserted that the Council needs to immediately start sending letters inviting representatives of the school board to participate on the Council.
 - The Council must establish a documented history of attempting to reach out to the school board.

7. **Develop Points to be Addressed in School District Letter**

- Israel impressed on the committee the need to move quickly in sending out a letter to the school district to invite them to the youth committee and to fill their seat on the Council.
 - Correspondence needs to be in writing to establish a history of attempting to get involvement from the school district.
 - Eileen stated that in past all contact with the school district has been verbal.
- Eileen felt that the letter should say something like "We want to get your voice included in the community planning process."
- Israel suggested that representatives of the committee go to the school district meetings. He also recommended that the letter request scheduling a meeting with someone on the school board.
- Israel stated that the committee may need to go up the ladder of people at the school board; go the top of health education at the schools.
 - He told the committee that in New York City they are required to hold 6 trainings each year in HIV prevention in the schools.
 - He said that in the past Steven Tierney has attempted to get the school district's involvement on the Council, but to no avail.
- Israel told the committee that he will try to find out how NYC was able to get a commitment for 6 HIV prevention trainings in the schools each year.
 - He will find out who the DASH, Department of Adolescent and School Health, coordinator is in San Francisco. That would be the person responsible for coordinating health funding in schools.
- Israel recommended a format for the letter to the school district.
 - It should "include a background of the HPPC."
 - It should also state that HPPC "has tried for 10 years to make contact with the school board" and "would like to have a representative of the school board at the Youth Committee and would like to have them use their seat on the Council."
 - Kym will draft a letter to the school board stating the above.
- Vincent will try to find out who was the last representative of the school district was on the Council - back in 1996.
- Israel suggested having a draft of the letter in time for the April Steering committee meeting for so that Steering can review and then committee co-chairs can sign the approved letter.

8. Develop Steps to Engage Youth in the Council

- The committee talked about doing outreach to the youth community at various locations around the City such as Larkin Street Youth Center and City College.
- There was discussion of having Youth Committee meetings after 4PM so that it does not conflict with school hours.
- Israel suggested the creation of a "Youth Advisory Board" that is made up of the youth community and meets periodically.
 - He felt that Youth Committee should "lobby Steering" to create the Youth Advisory Board.
 - Tuck felt that posting an ad online or in youth chat rooms is a good way to make contact with representatives of the youth community.
- Angie brought up offering incentives to the youth community in order to get them involved with the proposed advisory board.
 - Offering academic credit might be an option to get them involved.
- The committee tried to get clarity on who they would consider to be "the youth community".
 - Israel felt that for the proposed Youth Advisory members should be limited to 18 years or younger.
- Raquel inquired what the timeline was for recruiting new members to the Council.
 - Eileen responded that in June recruitment of new members was to begin; in October applicants would be interviewed for Council; training for the new members would be held in Nov./Dec.; new member terms would begin in January 2006.
- The committee members discussed creating a flyer or brochure that would explain the rules of the advisory group and places to post the flyers.
- Israel suggested putting a discussion of the Youth Advisory Board on the agendas for the May and June committee meetings.
- A representative of the Council would attend the Youth Advisory Board meetings and take recommendations from those meetings to present to Steering. There would also be a HPS staff person on the committee to assist with the meeting flow.
- Some members expressed concern with the difficulty of getting members of the youth community to stay committed to their work on a committee or advisory board.
- The committee revisited the topic of goal #1 of "*Youth Committee Goals*". A motion was made to drop the idea of having the goal approved at the May meeting. The motion was approved.
- The committee members were reminded of the requirements for joining the Council.

9. **Closing**

- The meeting concluded at 4:30PM.

**The next meeting of Youth Committee is scheduled for May 18, 2005
from 3:00 – 4:30PM.**

Minutes prepared by Stacy Gratton and reviewed by Vincent Fuqua, Eileen Loughran, and Chadwick Campbell

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MAY 12 2005

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HIV PREVENTION PLANNING COUNCIL (HPPC)

≡ Youth Committee

May 18, 2005

3:00 - 4:30 p.m.

25 Van Ness Avenue, 3rd Floor Room 330A

San Francisco

≡ AGENDA

1. Welcome and Announcements 3:00-3:10
2. Public Comment 3:10-3:15
3. Approve 4/20 minutes (vote) 3:15-3:20
4. Steering Update 3:20-3:30
5. Update on School District 3:30-3:45
 - ♦ Next Steps
6. Develop steps to engage youth in Council 3:45-4:05
7. Continue Discussion on Developing Youth Advisory Board 4:05-4:25
 - ♦ Recruiting Youth 18 and under
 - ♦ Goal of Board
 - ♦ Staffing structure
8. Closing 4:25-4:30

Next meeting will be June 15, 2005

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Youth Committee
May 18, 2005
3:00 – 4:30 PM
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Members Present: Devin Anderson, Chadwick Campbell, Michael Cooley, Catherine Geanuracos, Israel Nieves-Rivera, Perry Rhodes III, Raquel Tolston

Members Absent: Jen Sarche, Angie Beyer, Tuck Mayo, Ben Peacock

Guest Present: Joshua Longley (Larkin St. Youth Center),

Professional Staff: Elizabeth Davis (AO), Eileen Loughran (AO), Vincent Fuqua (AO), Kym Dorman (Harder + Co.), Stacy Gratton (Minute-Taker)

1. Welcome and Announcements

- Prior to the meeting being called to order there was a brief review of the attendance policy regarding community members.
- The meeting was called to order by Chadwick.
- Catherine announced that UCSF recently created a new resource guide titled *The Little Black Book, a Guide to Youth Services*; copies were distributed the committee.
- Elizabeth Davis of the AIDS Office announced that she will be working with youth service agencies and so she will be participating on this. She gave a brief description of her work background.

2. Public Comment:

There was no public comment

3. Approve April 20 Minutes:

- The April 20 minutes were reviewed, voted on and approved by the committee.

4. Steering Update

- Chadwick reported that the first hour of the Steering committee focused on facilitation skills for the committee co-chairs.
- Charles Klein gave a quick review of the CDC prevention program Performance indicators to the Steering committee.
- The Steering committee discussed possible agenda items for upcoming HPPC meetings.
- The group also discussed the Teambuilding workshop and people needing time to respond at the Council meeting.

5. Update on School District

- It was reported that the committee sent a letter addressed to Trish Bascom, Executive Director, Health Services Department, San Francisco Unified School District, dated May 9, 2005; copies of the letter were distributed to the committee.
 - The purpose of the letter was to make contact with the School District in order to get their involvement on the Council.
- Eileen stated that on Wednesday she received a phone call from Kevin Gogin in response to the letter.
 - The letter had been forwarded to him by Trish Bascom because he had worked with the Council before.
- Kevin indicated that the work done by the Council is not relevant to what they are doing at the School District. He also explained that with his other responsibilities he does not have the time to participate on the Council. However, he did say that he would attend a Youth Committee meeting and a Council meeting to make contact and to present the health promotion activities happening in the schools.
 - Catherine suggested that if an administrator with the school district does not have time to serve on the Council then perhaps a teacher could.
- Israel recommended that the committee get a written response from Kevin so we can document the response. We may want to also have a further discussion with Ms. Bascom about referring someone else to work with the Council.
- Elizabeth indicated that she was "concerned with accountability to DASH." She questioned what they do, stating that she "wants to know more about them."
- Michael also voiced concern with "accountability and access to school prevention programs."
 - Israel said that is what the committee is trying to do.
- Perry said that if Kevin does make a presentation to the committee we should be courteous and welcoming to him. Perry stressed the importance of focusing on building a positive relationship with a representative of the school district rather with questions of accountability.
- Catherine also stressed the importance of trying to build a relationship with Kevin.
- Israel felt that this is a "systems issue", getting the school district to work with us.
- Eileen stated that Kevin invited her and Vincent to attend the 2 day Health Promotion training with the school district in early October.
- Chadwick mentioned the 6 prevention trainings that New York City does at its schools. This led to a discussion by Israel on the difference between the NYC school district and San Francisco's.

- Chadwick wanted to set a date to have Kevin make his presentation to the committee. The committee would then take the information to Steering.
 - Eileen said that she would e-mail Kevin to see if he is available to make his presentation to the committee at the June meeting.
- Kym said that she had been told by Tracey Packer that the school district does not actually have a seat on the Council under the bylaws.
- Chadwick asked if the bylaws do not specify 2 Council seats for Youth, would that cause a problem in the future with recruitment & membership.
- Israel posed the question “how will we proceed with the SFUSD ?” to the committee.
 - Catherine suggested the committee write a letter to Trish and follow up with phone calls.
 - It was suggested that the committee think about their goal before starting a massive letter campaign to the School District.
 - Vincent recommended that any letters distributed by the committee should be approved by Steering or the Council.

6. **Develop Steps to Engage Youth in Council**

- Chadwick reminded the committee that the goal is to get youth- 24 and under- to join the Council.
- Israel inquired how many people 24 and under are currently on the Council and in the past how has the Council tried to make contact with the youth community?
 - This led to a discussion of some of the obstacles faced when trying to get youth to Council meetings.
- Raquel talked about some of the problems she had when she joined such as the “language barrier”.
 - A recommendation was made to connect youth with mentors.
- Israel informed the committee that in the *San Francisco HIV Prevention Plan* youth is defined as being under 29 years old. However, for the committee youth is 24 and under.
 - He explained the criteria used for the Prevention Plan definition of youth is different from the criteria used to establish this years youth committee.
 - Michael mentioned that he wanted to make sure that we do not forget youth between 25 and 29, considering they are at higher risk.
- A suggestion was made to look for representatives of the “24 and under” and the “25 to 29” age groups.
 - The committee wanted to encourage members of the youth community to join the Council but they do not want to create a “quota system”. Committee members do not want youth to feel like “tokens” on the Council.
- Chadwick felt that the committee should inform the youth community about the HPPC.

- Kym suggested writing an invitation letter to agencies that work with youth. The committee should look for youth that are already connected with an agency.
- A recommendation was made to seek representatives of the following age groups to join the Council: 20 and under; 21 to 24; and 25 to 29 years old.
- To ensure that the HPPC encourages representatives of the above age groups Israel made a motion to take the above recommendation to Steering and Council for approval.
 - The motion was voted on and unanimously approved by the committee.

7. Continue Discussion on Developing Advisory Board

- The committee discussed the purpose of a Youth Advisory Board.
 - The members of the board would be age 18 and under and be representative of San Francisco's demographics.
 - Michael suggested that it be "looser in structure than the Council".
 - Each year the board would have 2 tasks to work on.
- Catherine said that her agency had tried to create a similar board but it had been very difficult to do. It has been her experience that these groups come together and then gradually fall apart.
 - She suggested that it might be easier if the board members were age 21 and under.
 - She expressed that her agency might be willing to team up on such a project.
 - Kym recommended having focus groups at places that youth already attend.
- Israel said "the issue is how to sustain people 18 and under." He felt that there should be "a plan each year from HPPC on how it is going to get information from youth."
 - Catherine suggested that the Council try to find out how many agencies in San Francisco actually do have ongoing youth groups.
- The question was asked "what are ways you go about reaching out to youth?"
- Israel said that "every grantee in monitoring reports are asked 'how do you get participation from the target population; how do you do this and what do you do with that information?' So we can get feedback each year from agencies funded to serve youth.

8. Closing

- The meeting concluded at 4:30PM.

The next meeting of Youth Committee is scheduled for June 15, 2005 from 3:00 – 4:30PM.

DOCUMENTS DEPT.

HIV PREVENTION PLANNING COUNCIL (HPPC)
Youth Committee
June 15, 2005
3:00 - 4:30 p.m.
25 Van Ness Avenue, 3rd Floor Room 330A
San Francisco

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06-04-06 P01.00 REV

AGENDA

- | | |
|---|-----------|
| 1. Welcome and Announcements | 3:00-3:10 |
| 2. Public Comment | 3:10-3:15 |
| 3. Approve 5/18 minutes (vote) | 3:15-3:20 |
| 4. Steering Update | 3:20-3:25 |
| 5. Goal 1: Update on School District | 3:25-3:40 |
| ♦ Next Steps | |
| 6. Goal 2: Update on steps to engage youth in Council | 3:40-3:50 |
| 7. Goal 3: Identify Gaps | 3:50-4:15 |
| ♦ Begin Discussion to work on goal 3 | |
| 8. Continue Discussion on Gathering Feedback from Youth | 4:15-4:25 |
| 9. Closing | 4:25-4:30 |

Next meeting will be July 20, 2005

NOTE: All meetings are open to the public and are held in handicapped accessible facilities.
 Meeting dates and times are subject to change, please verify by calling Betty Chan Lew at 554-9492.

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HIV Prevention Planning Council (HPPC)

Draft

Youth Committee

June 15, 2005

3:00 – 4:30 PM

Minutes

Members Present: Angie Beyer, Catherine Geanuracos, Tuck Mayo, Ben Peacock, Perry Rhodes III, Israel Nieves-Rivera, Chandra Sivakumar, Raquel Tolsten

Members Absent: Devin Anderson, Chadwick Campbell, Michael Cooley, Elizabeth Davis, Jen Sarche

Professional Staff: Kym Dorman (Harder + Co.), Vincent Fuqua (AO), Eileen Loughran (AO), Stacy Gratton (Minute-Taker)

1. Welcome and Announcements

- Perry called the meeting to order at 3:05 pm.
- The members introduced themselves and answered an icebreaker question.
- Chandra announced the upcoming HIV Prevention Leadership Summit taking place July 31 – August 3. He stated that Larkin Street Youth Center is offering scholarships for youth to attend. He also announced the Youth Unity Jam on August 2. The show show, featuring Goapele and the Heat will be at 9:00PM at the Hilton San Francisco (333 O'Farrell Street). The doors open at 7:00PM.
- Catherine announced that on July 13 there will be a "Connect to Protect" working group. The meeting will be held on 7/14 from 10:00AM-12:00 noon. Lunch will follow the meeting. The goal of the meeting is to focus on structural change.

2. Public Comment:

There was no public comment

3. Approve May 18th Minutes:

- The committee reviewed the minutes of the May 18 meeting. Israel noted some changes to the minutes. The minutes were approved with the revisions.

4. Steering Update

- Perry reported that Steering is open to a "goal of having youth representation" in the following three categories: "21 years and under"; "22 – 24 years old"; "25 – 29 years old".

DOCUMENTS DEPT.

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- At the May Steering meeting the group reviewed the committee & Council attendance. There was a brief discussion of how the attendance policy affects Community members.
- Steering also discussed concern over bringing Community Members on board several months into the work process. The group will review when it is appropriate to close off membership into the committees.
- Steering reviewed the agenda for the June Council meeting.
- Israel stated that Steering is trying to plan future Council agendas, by incorporating the parking lot topics and the committee presentations. He emphasized the importance of this committee reserving time on the Council's calendar to make a presentation in the fall.

5. **Goal 2: Update on School District**

- The committee was given a brief review of current efforts to get representation from the School Board.
 - Ms. Bascom received the letter from the Council and she then passed it on to Kevin Gogin.
 - Kevin Gogin then contacted Eileen and offered to do a presentation to the Youth committee and to the Council.
- Catherine suggested that the Council should also try to be more involved in the School Board process.
- Israel reminded the committee that it can be very difficult finding out what is going on with the schools. He said that it is a national issue not just local.
- Israel stressed the need for greater communication in general between the School Board and DPH. He explained the need for really clear dialogue with the schools that does not just focus on HIV.
- The committee was told that Kevin Gogin stated that he would make a presentation to the committee in the fall.
 - The members discussed asking for regular presentations from the School Health at the start of each year.
- Israel recommended that the committee identify 3 or 4 specific goals that it would like to achieve with the schools.
 - Perry suggested that the committee brainstorm on those issues.
- Eileen recommended having Steven Tierney and a committee co-chair meet with Ms. Bascom and other representatives of School Health.
- Israel expressed that there should be a clear long term commitment and relationship between the School Board and the Council.
- Another suggestion was made to create a formal MOU with the school district that would include the following points: 1) the SFUSD will present what they are doing in HIV prevention one time a year (preferably in Feb.) to the HPPC; and 2) that the SFUSD would report (via letter?) to HPPC any major policy changes/issues regarding HIV prevention in the schools.

- The committee also discussed the plan to have Kevin Gogin of School Health and the youth committee present at the November Council meeting.

6. **Goal 1: Update on Steps to Engage Youth in Council**

- Perry gave the committee copies of the document titled *2005 Youth Committee Recruitment and Recommendation to the HPPC*. He then debriefed the committee of his June 13 meeting with the Membership Committee.
- The members discussed the idea of adjusting the three age categories of “youth” to bring them in line with the Council’s youth categories.
- Perry reminded the members that they need to “encourage” the recruitment of more youth on the Council.
 - Catherine questioned was Membership currently targeting youth organizations for recruitment?
 - She suggested focusing recruitment on youth that are already engaged in other organizations.
- Israel expressed curiosity as to why more youth are not currently interested in serving on the Council.
- Perry mentioned to the committee that Membership has been focusing recruitment of new Council members at health fairs in various communities.
- Israel informed the committee that San Francisco has a Youth Commission that deals with youth related issues. He then made a motion for the committee to do a presentation to the Youth Commission at City Hall.
 - Kym stated that she will look into what the Youth Commission is doing and has done in relationship to HIV prevention and explore how the committee could work with them.
 - She will also look into the commission’s history in dealing with HIV prevention.
- Israel withdrew his motion for the committee to do a presentation to the Youth Commission pending the results of Kym’s research.
- The committee chose to stick with its current categories of youth.

7. **Goal 3: Identify Gaps-** The group brainstormed gaps in services for Youth. This item will continue to be discussed at the July committee meeting. The list from the brainstorm included:

- M IDU who have sex with women
- substance use + youth + IDU
- Latino youth specific for projects
- Latina youth
- Juvenile hall/probation
- transgender youth
- new immigrants / migrant youth

- African American women (some agencies have subcontracts and new program – GASA in V.V.)
- African American youth
- Asian Youth
- Homeless

8. Continue Discussion on Gathering Feedback from Youth

This topic will be tabled until the July meeting of Youth Committee. The group agreed by consensus to table the discussion on the youth advisory committee until the next meeting.

9. Closing

- The meeting concluded at 4:30PM.

The next meeting of Youth Committee is scheduled for July 20, 2005 from 3:00 – 4:30PM.

These minutes were prepared by Stacy Gratton and reviewed by Eileen Loughran, Kym Dorman, and Perry Rhodes III.

HIV PREVENTION PLANNING COUNCIL (HPPC)

DOCUMENTS DEPT.

Youth Committee**July 20, 2005****3:00 - 4:30 p.m.****25 Van Ness Avenue, 3rd Floor Room 330A****San Francisco**

JUL 13 2005

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- | | |
|---|-----------|
| 1. Welcome and Announcements | 3:00-3:05 |
| 2. Public Comment | 3:05-3:10 |
| 3. Approve 6/15 minutes (vote) | 3:10-3:15 |
| 4. Steering Update | 3:15-3:20 |
| 5. Goal 1: Update | 3:20-3:30 |
| ♦ Youth Commission | |
| 6. Goal 2: Update | 3:30-3:45 |
| ♦ Meeting with Ms. Bascom & Steven Tierney | |
| ♦ School Board meetings | |
| ♦ School Health MOU | |
| 7. Goal 3: Identify Gaps | 3:45-4:00 |
| ♦ Continue Discussion to work on goal 3 | |
| 8. Presentation to the Council | 4:00-4:10 |
| ♦ Presentation of all the committee goals | |
| ♦ Joint presentation with Membership/CLC on recruitment | |
| 9. Continue Discussion on Gathering Feedback from Youth | 4:10-4:25 |
| 10. Closing | 4:25-4:30 |

Next meeting will be August 17, 2005

NOTE: All meetings are open to the public and are held in handicapped accessible facilities.
Meeting dates and times are subject to change, please verify by calling Betty Chan Lew at 554-9492.

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HIV PREVENTION PLANNING COUNCIL (HPPC)
Youth Committee
August 17, 2005
3:00 - 4:30 p.m.
25 Van Ness Avenue, 3rd Floor Room 330A
San Francisco

DOCUMENTS DEPT.

AUG 12 2005

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- | | |
|--|-----------|
| 1. Welcome and Announcements | 3:00-3:10 |
| 2. Public Comment | 3:10-3:15 |
| 3. Approve 7/20 minutes (vote) | 3:15-3:20 |
| 4. Steering Update | 3:20-3:25 |
| 5. Plan/Review Presentation to the Council for October | 3:25-3:35 |
| 6. Goal 1: Update on School District | 3:35-3:50 |
| ♦ Next Steps | |
| 7. Goal 2: Update on steps to engage youth in Council | 3:50-4:00 |
| 8. Goal 3: Identify Gaps | 4:00-4:30 |
| ♦ Continue Discussion to work on goal 3 | |
| 9. Closing | 4:25-4:30 |

Next meeting will be September 21, 2005

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HIV PREVENTION PLANNING COUNCIL HPPC

Youth Committee

August 17, 2005

3:00 – 4:30 PM

Minutes

DOCUMENTS DEPT.

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Members Present: Angie Beyer, Chadwick Cambell, Catherine Geanuracos, Chandra Sivakumar, Raquel Tolston

Members Absent: Michael Cooley, Ben Peacock, Israel Nieves-Rivera, Perry Rhodes III, Devon Anderson, Tuck Mayo

Guests: Rafael Canadas

Professional Staff: Eileen Loughran (AO), Kym Doorman, (Harder+Co), Note Taker: Hyla Breidenbaugh (H+C)

1. Welcome and Announcements

- The meeting began at 3:15pm. The group introduced themselves.
- Rafael announced that he was just hired at Dimensions, a multi dimension collaborative. They are a youth health services program at the Castro Mission Health Center that was started in 1997. He stated that although he just stepped down as a Council member, he would like to be considered as a community member for this committee.

2. Public Comment

There was no public comment

3. Approve Minutes

- The 7.20.05 minutes were reviewed and approved.

4. Steering Committee Update

Eileen gave an update from the Steering Committee meeting.

- The Steering committee debriefed about the 7/14 HPPC meeting which focused on Visitacion Valley. It was discussed that it was a great meeting, but that the agenda was a bit too full to allow for questions. Overall the evaluations ranked high.
- Each committee gave a brief update on their work.
- The group discussed & developed the agenda for the August HPPC meeting.
- Steering charged Membership/CLC to develop guidelines for accepting applications from community members for committees. The group was asked to specifically explore developing deadlines for accepting applications.
- The Steering committee will meet next Thursday 8/25, from 3:00-5:00PM.

5. Plan Presentation to the council for October

- It was explained that the committee co-chairs will present the presentation.
- The group anticipated having 30 minutes on the agenda to complete this process.
- Kym will develop the slides so that the group can review prior to the September youth committee meeting and make suggestions at the meeting.
- Membership/CLC will participate in a portion of this presentation, by presenting a few slides on recruitment.

6. Goal 2: Update on School District

- Eileen is working with Kevin Gogin of SFUSD, School Health Programs to coordinate the Condom Availability program (CAP) for the 2005-2006 school year.
- Eileen is organizing a meeting with Kevin Gogin, Ms. Bascom's assistant, and the two committee co-chairs to discuss the various school health programs in mid Sept. They will also discuss how best to exchange information when Kevin comes to the Youth committee in October.

7. Goal 1: Update on steps to engage youth in council

- Chad announced that he contacted the Youth Commission. He learned that the group is on summer break until October. He will follow-up in October and report back to the group.

8. Goal 3: Identify Gaps

- The group began their discussion to develop recommendations for interventions.
- It was suggested to modify the wording of this goal by taking out "determine what is working". The group voted unanimously to modify the goals.
- Kym presented two handouts to stimulate conversation about recommendations: 1) Perceived Gaps, Co-Factors Identified in Plan, Best Practices: Prevention Strategies and Population-Specific Strategies; and 2) a map of existing youth services throughout SF.
- Handout 1): The group discussed the Best Practices: Prevention Strategies and Approaches.
- The group talked about the importance of including culturally specific approaches in best practices even though there is the literature exists about programs in general and not specific to youth.
 - Handout 2): The group reviewed the map of services. A discussion followed about expanding the services to include general youth services/social services because many youth organizations that are not funded by HPS also provide a level of HIV prevention. The group identified more Bayview services to add to the map.
- **Recommendations:** The group also started brainstorming and developed the following recommendations:
 - Resource Recommendations:
 - HIV Prevention Services in the Mission District focusing on 14 to 26 year olds specifically to increase testing, improve

risk reduction with positives, and to address access issues (that is, why people don't access existing services). Services should be focused for youth who are Latino, GLBTQ, sex workers and homeless.

- (In general and specifically in the Mission) Services could be placed within existing agencies in order to take advantage of the existing service infrastructure.
- City-wide social/recreational outlets/activities related to HIV prevention for young people.
- Research:
 - Conduct a provider survey in the Mission district to see what HIV prevention services currently exist.
 - More on Transgender Youth (Catherine mentioned that her study could be replicated locally).
 - Explore why young people are not getting tested. Is it because there is not enough rapid testing?; what are the best practices on testing young people?
 - Research "Where are the youth 18 and under?"
- What about services in Potrero Hill? Are there any?
- Policy:
 - The group discussed how the 3rd street rail will affect the HIV rates in BVHP and the importance of prevention and tracking changes. An idea emerged to pass out info and condoms on public transportation going down 3rd St.
 - Distribute more free condoms and lube, especially outside of the Castro (but some in the group wanted to know if there really were fewer condoms distributed or if that was a perception).

9. Closing

- Chad reminded everyone to do evaluations.
- Kym asked members to contact her with any additional suggestions to the map & chart.
- The meeting ended at 4:30 pm.

The next Youth Committee meeting is scheduled for Wednesday, September 21, 2005 at 3:00-4:30 in room 330A.

HIV PREVENTION PLANNING COUNCIL (HPPC)
⇒ Youth Committee
September 8, 2005
4:00 - 5:30 p.m.
25 Van Ness Avenue, 3rd Floor Room 330B
⇒ San Francisco

⇒ AGENDA

- | | | |
|---|---------------------------------|-----------|
| 1. Welcome and Announcements | DOCUMENTS DEPT. | 4:00-4:10 |
| 2. Public Comment | SEP - 2 2005 | 4:10-4:15 |
| 3. Approve 8/17 minutes (vote) | SAN FRANCISCO
PUBLIC LIBRARY | 4:15-4:20 |
| 4. Steering Update | SEP 02 05 11:44 AM | 4:20-4:25 |
| 5. Goal 3: Identify Gaps (possible vote) | | 4:25-5:15 |
| ♦ Finalize Documents/Maps for completion of Goal | | |
| ♦ Continue Discussion to work on Goal 3 | | |
| ♦ Finalize Recommendations | | |
| 6. Plan/Review Presentation to the Council for October(possible vote) | | 5:15-5:25 |
| 7. Closing | | 5:25-5:30 |

Next meeting will be September 21, 2005

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HIV PREVENTION PLANNING COUNCIL HPPC

Youth Committee

September 8, 2005

4:00 – 5:30 PM

Minutes

DOCUMENTS DEPT.

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Members Present: Chadwick Campbell, Perry Rhodes III, Israel Nieves-Rivera, Chandra Sivakumar

Members Absent: Angie Beyer, Rafael Canadas, Michael Cooley, Ben Peacock, Devon Anderson, Catherine Geanuracos, Raquel Tolston

Professional Staff: Eileen Loughran (AO), Vincent Fuqua (AO), Kym Dorman, (Harder+Co), Clare Nolan (Harder+Co)

1. Welcome and Announcements

- The meeting began at 4:15pm. The group introduced themselves.
- Perry announced that CAL-PEP will be having a fundraiser/anniversary party on Friday 10/21. A flyer and more information will be available soon. This will be a celebration of 21 years of service for this organization.
-

2. Public Comment

There was no public comment

3. Approve Minutes

- Since this is a special meeting this item will be moved to the next official Youth committee meeting when all members will be able to attend.
- Chandra announced that Larkin Street Youth Services is selling Macy's passports. The cards are \$10 and entitle you to a 10-20% discount on all purchases on 9/23 & 9/24. Macy's passport will be sponsoring a Teen Night on 9/20. There will be a fashion show, along with HIV prevention games, and other activities. They still need a few volunteers, so if interested, please contact Chandra Sivakumar @ 749-6969 or email chandras@larkinstreetyouth.org
- Kym announced that Tracey informed her that the youth RFP will be based on gaps identified through the youth committee. Steven Tierney wants this RFP to come out in January.

4. Steering Committee Update

- Israel pointed out that since this is a "special" meeting and not part of the regular scheduled meeting this item does not need to be on the agenda. A Steering update will be provided at the next regularly scheduled Youth committee meeting. (9/21/2005)

5. Goal 3: Identify Gaps

- Kym handed out copies of “Youth committee Draft Recommendations” for the group to review.
- Israel questioned the 14-26 age breakdown mentioned in the first bulleted point. He explained that since this committee had already clearly defined this age breakdown with the Membership/CLC committee, we need to be consistent to avoid confusion.
- It was suggested that we add youth specific needle exchange under the Resource recommendations section.
- Perry suggested that there is a need for services for undocumented individuals.
- Israel stated that according to some community forums, multiple agencies are funded to serve this population.
- The group discussed the second item listed under Policy. Eileen suggested that we look at Betty Chan Lew's Condom Distribution list to see which businesses and agencies are receiving condoms & lube from the HIV prevention section. This will provide a clearer idea of where condoms are available.
- Kym handed out copies of “HIV Prevention –Youth: Youth Committee Recommendations” and the HIV prevention services map for the group to review and discuss.
- It was suggested that the wording be changed on the map to clarify the agencies which are not DPH funded.
- Israel suggested that we also review DPH contracts of agencies that are not youth specific. He pointed out that many of these agencies do provide services to youth, and the breakdown will be in the contract on the BRP page. He suggested creating a spreadsheet so that we can view this.
- The group agreed that this would be important to look at.
- It was explained that this would provide several levels to look at services for youth. 1) Primary youth specific programs funded by DPH/ HIV prevention section 2) Non youth specific programs that do provide services to youth that are DPH/ HIV prevention section funded 3) Other Social service agencies that provide HIV prevention, but are not funded by DPH/ HIV prevention section
- Israel emphasized the importance of having very clear recommendations so that they make strong policy.
- An example was cited that “Any new RFP must incorporate rapid testing into the proposal.”
- The group questioned the level of HIV prevention in the Youth Guidance Center. It was also pointed out that incarcerated youth 18 and up are housed in the general population at SF County jails.
- A member questioned whether LYRIC receives DPH funding for HIV prevention.
- Israel asked the group if there are any youth specific TG services.

- The group also questioned whether services exist for new immigrant/migrant youth.
- Eileen mentioned that the HPS provides Condom availability at Newcomer school, which is primarily Asian.
- It was suggested that for Gaps we need to be very clear. Specifically, for African American young women, we should specify outside of the Bayview area since GASA provides services there.
- The group questioned why Youth United Through Health Education (YUTHE) does not do HIV testing.
- Specifics on category of Services:
- DPH funded youth specific services
- DPH non youth specific but do serve individuals under 19, 20-24, and 25-29.
**See how many are targeting this population breakdown ethnicity, sub-population, co-factors, and interventions.....
- Who is funded (not by DPH) to provide youth specific HIV prevention....
- Agencies that do HIV/STD as part of their curriculum, but it is not their focus
- DPH agencies that do STD testing for youth, but are not....

6. Closing

- Chad reminded everyone to do evaluations.
- Kym asked members to contact her with any additional suggestions to the map & chart.
- The meeting ended at 5:30 pm.

The next Youth Committee meeting is scheduled for Wednesday, September 21, 2005 at 3:00-4:30 in room 330A.

These minutes were prepared by Eileen Loughran and reviewed by

HIV PREVENTION PLANNING COUNCIL (HPPC) DOCUMENTS DEPT.

Youth Committee

September 21, 2005

3:00 - 4:30 p.m.

25 Van Ness Avenue, 3rd Floor Room 330A

San Francisco

SEP 15 2005

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AGENDA

1. Welcome and Announcements 3:00-3:10
2. Public Comment 3:10-3:15
3. Approve 8/17 & 9/8 minutes (vote) 3:15-3:20
4. Steering Update 3:20-3:25
5. Goal 3: Identify Gaps (possible vote) 3:25-4:15
 - ♦ Finalize Documents/Maps for completion of Goal
 - ♦ Continue Discussion to work on Goal 3
 - ♦ Finalize Recommendations
6. Plan/Review Presentation to the Council for October(possible vote) 4:15-4:25
7. Closing 4:25-4:30

Next meeting will be October 19, 2005

NOTE: All meetings are open to the public and are held in handicapped accessible facilities.
Meeting dates and times are subject to change, please verify by calling Betty Chan Lew at 554-9492.

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**HIV PREVENTION PLANNING COUNCIL HPPC
Youth Committee
September 21, 2005
3:00 – 4:30 PM
Minutes**

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Members Present: Chadwick Campbell, Rafael Canadas, Michael Cooley, Catherine Geanuracos, Perry Rhodes III, Israel Nieves-Rivera, Chandra Sivakumar, Raquel Tolston

Members Absent: Angie Beyer, Devon Anderson

Professional Staff: Eileen Loughran (AO), Vincent Fuqua (AO), Clare Nolan (Harder+Co), Hyla Breidenbaugh (note taker)

1. Welcome and Announcements

- The meeting began at 3:10pm. The group introduced themselves.
- Clare announced that it was a very full agenda and that we really need to move forward and stay focused on the recommendations.
- Chad explained that the "Recommendations" section of the agenda would be facilitated by Clare.
- It was announced that because 9/8 was a special additional meeting, it will not be counted as an absence if a member was unable to attend.

2. Public Comment

There was no public comment

3. Approve Minutes

- Since the 9/8 meeting was a special meeting the minutes of 8/17 were not presented for approval. Today the minutes of 8/17 & 9/8 were presented for approval.
- The 8/17 & 9/8 minutes were approved.

4. Steering Committee Update

- Israel provided an overview of the Steering meeting, including the following:
- The Committee discussed & planned the agenda for the Joint Meeting with the Care Council 09/26/05.
- The implementation of the Attendance Policy was also discussed.
- The group decided that the attendance issue will go to co-chairs, and they will notify members that have 3 or more absences.
- The Cooperative Agreement is due to the CDC at the end of September.
- There was a meeting to review the application in place of the regular Council meeting 09/08/05 from 3:00-4:30 PM; attendance was optional.
- Members should have received a copy of the application by mail/email and the vote on (concurrence/non-concurrence) letter will be on 9/26 at the joint meeting during HPPC business.

- The committee also discussed members arriving late and leaving early from the Council meeting. A policy on tardiness will be developed by the Membership/CLC committee.

5. Goal 3: Identify Gaps/Finalize Recommendations

- Clare handed out copies of "Youth committee Draft Recommendations" and a new updated Map for the group to review.
- Eileen distributed copies of the "All DPH funded agencies" list. It was explained that many of these programs provide services to youth, and that is broken down on the BRP page of their contract.
- Israel pointed out that the handout also illustrates what interventions are being provided.
- Israel explained the handout he developed and how it simplifies the detail of the comprehensive list.
- The group questioned the level of HIV prevention in the Youth Guidance Center. It was also pointed out that incarcerated youth 18 and up are housed in the general population at SF County jails. Vincent offered to investigate this, and report back to Kym and the co-chairs.
- The comments for recommendations follows the handout distributed:

Youth Committee Recommendations for 10/13 Council Presentation

Note: All recommendations refer to all of the following age categories (21 and under; 22 to 24; 25 to 29) unless otherwise specified.

GENERAL RESOURCE RECOMMENDATIONS

- DPH should identify all locations where condoms and lube are available for young people, identify potential gaps, report on their findings to the HPPC, and move to fill identified gaps.
- Pass out info and condoms on public transportation going down 3rd St and at youth-specific nightclubs. (Committee may identify specific places after 10/13.)

RESOURCES RECOMMENDATION BY POPULATION

Substance Users

- Direct Co-Chairs and DPH to advocate for substance use treatment for 25-29 year olds in San Francisco, in particular to ensure that Prop 63 monies include services for young people.

Male IDU Youth Who Have Sex with Women

- Ensure that youth specific needle exchange continues to be funded and that HIV prevention services are incorporated within the program.
- Provide HIV prevention services that address sexual practices while using drugs intravenously to male IDU youth who have sex with women and who are in the 25-29 age range, either by expanding youth services to reach this population, and/or, asking adult providers serving the 25-29 age range to serve this population specifically.

Young Meth/amphetamine Users

- Provide HIV prevention services that address sexual practices while using meth/amphetamine.

Young Sex Workers

- Conduct a needs assessment among young sex workers who work in alternative sex work environments (e.g., internet, phone lines) and possibly allocate funding based on research findings.

Latino/a Youth

- Incorporate HIV prevention services for young people 21 years and under and 22-24 years old in the Mission District within existing agencies to achieve the following: increased testing, and improved risk reduction with positives. Services should be focused for youth who are Latino, monolingual, GLBTQ, sex workers and/or homeless.

Youth in Juvenile Hall, Jails and on Probation

- **Draft recommendation:** Provide HIV prevention services within Juvenile hall and jail by offering them when testing services are provided.
- **Note:** Vincent will research whether this really is a gap. If it is, it should be included in the presentation as is. If it isn't, it should be removed.

Transgender Youth

- Identify goals, impact, gaps and implementation of services provided to transgender youth aged 24 and younger by current organizations in order to identify opportunities to support and increase provider capacity to serve this population.

Young African American women

- Ensure health education services are provided through the STD Control Branch.

- Expand HIV prevention services to young African American women and their sexual partners in Potrero Hill, Western Addition and Visitacion Valley / Sunnydale.

Youth with Older Partners

- Organizations serving youth should explore and include services for youth with older partners (i.e., age difference of 5 years or more).

GENERAL RESEARCH RECOMMENDATIONS

- Conduct review/research to determine if organizations are contracted to do/doing HIV prevention work (e.g., risk reduction counseling) with undocumented youth in the Mission.
- Explore which young people are not getting tested (including which ages, ethnicities, neighborhoods, risk populations) and why, and identify possible strategies and interventions.
- Explore where youth hang out that are 18 and under.

RESEARCH RECOMMENDATIONS BY POPULATION

New Immigrants / Migrant Youth

- Conduct research with undocumented immigrants (both Latino and API) to determine if their sexual practices are compromised by undocumented status (i.e., if they feel they are getting taken advantage of because of their undocumented status).

Young African American Men

- Research how/why HIV transmission rates have not increased among young African American women in SF as it has in many other cities across the country (explore the relationship between low rates among African American women in SF and the rates among African American men in SF).
- Conduct/review research with/about young African American men in SF to determine where HIV prevention services are and where they are needed. The research should include both MSM and MSF.

Asian/Pacific Islander Youth

- Conduct/review research with/about MSM A/PI youth in SF to determine where HIV prevention services are needed.

GENERAL RECOMMENDATIONS

- Before issuing youth HIV prevention RFP, hold at least one meeting with the Connect to Protect Group in order to refine/finalize HIV prevention needs for young people in San Francisco.
- Before issuing the RFP: modify the map of youth HIV prevention services to include the following categories:
 - Of all agencies that do not receive DPH funding—which provide youth specific HIV prevention;
 - Of agencies that do STD prevention—which provide non DPH youth specific services.
- Any new RFP for youth should incorporate the following:
 - *For all programs:* Counseling and testing or linkages to counseling and testing
 - *For all programs:* All data collected should be able to be broken down into the age categories: (1) 0 to 12; (2) 13 to 18; (3) 19 to 21; (4) 22 to 24; (5) 25 to 29
 - *For programs doing testing:* HIV prevention as part of testing services
- Fund city-wide social/recreational outlets/activities related to HIV prevention for young people.
- Ensure that consensus report is broken down to our recommended age groups.

6. Closing

- Chad reminded everyone to do evaluations.
- Clare asked members to contact her with any additional suggestions to the recommendations
- The changes will be incorporated into the recommendations and presented to the Council on 10/13.
- The meeting ended at 4:45 pm.

The next Youth Committee meeting is scheduled for Wednesday, October 19, 2005 at 3:00-4:30 in room 330A.

These minutes were prepared by Eileen Loughran and reviewed by Vincent Fuqua and Chadwick Campbell

HIV PREVENTION PLANNING COUNCIL (HPPC)

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Youth Committee

Wednesday, October 19, 2005**3:00 - 4:30 p.m.****25 Van Ness Avenue, 3rd Floor Room 330A
San Francisco**

OCT 18 2005

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- | | |
|--|-----------|
| 1. Welcome and Announcements | 3:00-3:10 |
| 2. Public Comment | 3:10-3:15 |
| 3. Approve 9/21 minutes (vote) | 3:15-3:20 |
| 4. Steering Update | 3:20-3:30 |
| 5. Debrief 10/13 HPPC meeting | 3:30-3:50 |
| ♦ Discuss recommendations from Council | |
| ♦ Finalize Recommendations | |
| 6. Finalize document for HPS | 3:50-4:25 |
| ♦ Next Steps | |
| 7. Closing | 4:25-4:30 |

Next meeting will be November 16, 2005

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**HIV PREVENTION PLANNING COUNCIL
Youth Committee
October 19, 2005
3:00 – 4:30 PM
Minutes**

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Members Present: Angie Baker, Chadwick Campbell, Rafael Canadas, Michael Cooley, Catherine Geanuracos, Perry Rhodes III, Israel Nieves-Rivera

Members Absent: Chandra Sivakumar, Raquel Tolston

Professional Staff: Vincent Fuqua, Kym Dorman (Harder+Co), Greg Juren (note taker)

1. Welcome and Announcements

- ◆ The meeting began at 3:15pm. The group introduced themselves.
- ◆ Michael announced that his program is interested in hiring an African American man or man of color as a contract employee from now until January 2006. Interested applicants should contact Michael @ mcooley@stopaid.org or call him at 575-0150 x225.
- ◆ Vincent and Chad recommended a TV program on LOGO, "Noah's Ark", because it is the first Black Gay Series on TV.

2. Public Comment

There was no public comment

3. Approve Minutes

Minutes of 9/21 meeting were approved.

4. Steering Committee Update

- ◆ Israel noted that Steering was looking at attendance on committees, since it felt that excessive absences were hindering the work of committees.
- ◆ He also said that there was a discussion regarding members coming to meetings late or leaving early and whether or not that constituted full participation in HPPC. It will be turned over to the CLC/membership committee.
- ◆ The Steering committee was also looking to set up potential committees for the New Year, with the idea that all the committees could start in January without waiting several months to get up to speed.
- ◆ Michael thought some good people were lost because of a too strict attendance policy and would encourage us to reexamine the existing policy. For instance, some people have chronic health problems that contribute to some absences.

5. Membership Committee Work

Perry wanted to thank the membership committee for their work in processing, and recruiting new committee members.

6. Youth Committee Recommendations for 10/13 Council Presentations

- ◆ Catherine thought that the Committee did a good job of focusing on the needs of young people, but that the actual presentation could have been improved.
- ◆ She also felt that the recommendations were not reviewed enough by the Council, in that there were very few questions and no debate about the Recommendations in Council.
- ◆ Catherine was concerned that a council member brought to her attention that Bayview was left out of the recommendations.
- ◆ Israel thought that input on our recommendations should be encouraged during presentations in Council. He also wondered if DPH should investigate if there is a lack of coverage in Bayview.
- ◆ Perry thought that the Youth Committee was unable to set aside enough time to make a better presentation to the Council.
- ◆ Vincent felt that the lack of debate in the Council showed that the work of this Committee was well received since it was concise and elicited little response or need for modification in Council
- ◆ Rafael wanted to thank the group for a good presentation to Council and he felt that we demonstrated with this presentation how we are moving forward in advancing the youth agenda.
- ◆ The group also discussed the idea that Perry and Catherine could talk About the youth recommendations and priorities during the next council meeting at public comment.

7. Prioritizing Youth Committee Recommendations to Committee

- ◆ The group decided to prioritize the recommendations with number 1 being highest priority and 3 being lowest priority. The intention was to provide specific priorities for the youth RFP with the hope that being more specific (i.e. making a few key priorities) would ensure prioritization in the RFP. Of those recommendations chosen as highest priority three were chosen in Resource Recommendations and three in Research Recommendations as having the highest priority.
- ◆ In **Resource Recommendations**, the highest priority recommendations were the following:
 - Youth Meth/amphetamine Users
 - Transgender Youth
 - Youth with Older Partners
- ◆ In **Research Recommendations**, the highest priority was given to:
 - Explore which young people were not being tested
 - Prevention Services for African American men
 - New Immigrants / Migrant Youth

The recommendations are included below with their ranking (1, 2, 3). The general recommendations were not ranked because they apply to the RFP generally and should be carried out.

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Youth Committee Recommendations for 10/13 Council Presentation

Note: All recommendations refer to all of the following age categories (21 and under; 22 to 24; 25 to 29) unless otherwise specified. Also, note that number following recommendations denotes level of priority.

GENERAL RESOURCE RECOMMENDATIONS

- DPH should identify all locations where condoms and lube are available for young people, identify potential gaps, report on their findings to the HPPC, and move to fill identified gaps. **3**
- Pass out HIV and STD information and condoms on public transportation going down 3rd St and at youth-specific nightclubs. **3**

RESOURCES RECOMMENDATION BY POPULATION

Substance Users

- Direct Co-Chairs and DPH to advocate for substance use treatment for 25-29 year olds in San Francisco, in particular ensuring that Prop 63 monies include services for young people. **1**

Male IDU Youth Who Have Sex with Women

- Ensure that youth specific needle exchange continues to be funded and that HIV prevention services are incorporated within the program. **1**
- Provide HIV prevention services that address sexual practices while using drugs intravenously to male IDU youth who have sex with women and who are in the 25-29 age range, either by expanding youth services to reach this population, and/or, asking adult providers serving the 25-29 age range to serve this population specifically. **2**

Young Meth/amphetamine Users

- Provide HIV prevention services that address sexual practices while using meth/amphetamine. **1**

Young Sex Workers

- Conduct a needs assessment among young sex workers who work in alternative sex work environments (e.g., internet, phone lines) and possible allocate funding based on research findings. 2

Latino/a Youth

- Incorporate HIV prevention services for young people 21 years and under and 22-24 years old in the Mission District within existing agencies to achieve the following: increased testing, and improved risk reduction with positives. Services should be focused for youth who are Latino, monolingual, GLBTQ, sex workers and/or homeless. 1

Youth in Juvenile Hall, Jails and on Probation

- **Draft recommendation:** Provide HIV prevention services within Juvenile hall and jail by offering them when testing services are provided. 2

Transgender Youth

- Identify goals, impact, gaps and implementation of services provided to transgender youth aged 24 and younger by current organizations in order to identify opportunities to support and increase provider capacity to serve this population. 1

Young African American women

- Ensure health education services are provided through the STD Control Branch. 2
- Expand HIV prevention services to young African American women and their sexual partners in Potrero Hill, Western Addition and Visitacion Valley / Sunnydale. 1

Youth with Older Partners

- Organizations serving youth should explore and include services for youth with older partners (i.e., age difference of 5 years or more). 1

GENERAL RESEARCH RECOMMENDATIONS

- Conduct review/research to determine if organizations are contracted to do/doing HIV prevention work (e.g., risk reduction counseling) with undocumented youth in the Mission. 1
- Explore which young people are not getting tested (including which ages, ethnicities, neighborhoods, risk populations) and why, and identify possible strategies and interventions. 1

- Explore where youth hang out that are 18 and under. 3

RESEARCH RECOMMENDATIONS BY POPULATION

New Immigrants / Migrant Youth

- Conduct research with undocumented immigrants (both Latino and API) to determine if their sexual practices are compromised by undocumented status (i.e., if they feel they are getting taken advantage of because of their undocumented status). 1

Young African American Men

- Research how/why HIV transmission rates have not increased among young African American women in SF as it has in many other cities across the country (explore the relationship between low rates among African American women in SF and the rates among African American men in SF). 1
- Conduct/review research with/about young African American men in SF to determine where HIV prevention services are and where they are needed. The research should include both MSM and MSF. 1

Asian/Pacific Islander Youth

- Conduct/review research with/about MSM A/PI youth in SF to determine where HIV prevention services are needed. 2

GENERAL RECOMMENDATIONS

- Before issuing youth HIV prevention RFP, hold at least one meeting with the Connect to Protect Group in order to refine/finalize HIV prevention needs for young people in San Francisco.
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- *For programs doing testing:* HIV prevention as part of testing services
- Fund city-wide social/recreational outlets/activities related to HIV prevention for young people.
- Ensure that The San Francisco Department of Public Health HIV Consensus Report is broken down to our recommended age groups.

8. Closing

The meeting ended at 4:30pm.

The next Youth Committee meeting is scheduled for Wednesday November 16, 2005 from 3:00-4:30 in room 330A.

Minutes prepared by Greg Juren and reviewed by Eileen Loughran, Vincent Fuqua, and Chadwick Campbell

